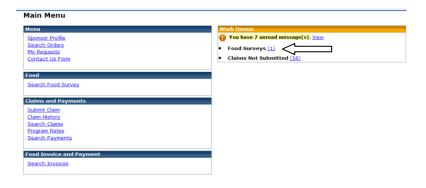
## Completing a Monthly Food Survey - FDPIR

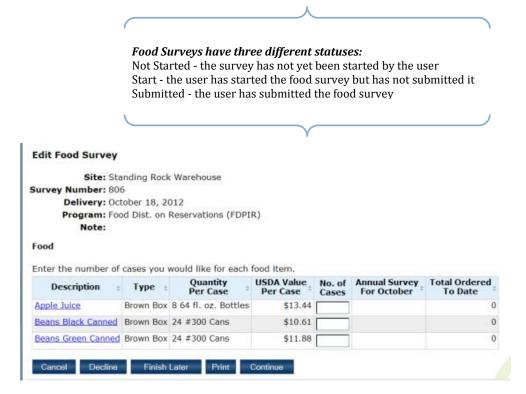


When a monthly food survey is available for completion, the user will get a notice in the Work Queue.

## **List Food Surveys**



The user will see all surveys available for completion. Click on "Start" to begin the survey or "Decline" to decline the survey.



Enter the quantities for each item desired and click "Continue". User may also decline the survey from this screen by clicking on "Decline" or finish the survey at a later date by clicking on "Finish Later".

## Submit Food Survey for Standing Rock Warehouse The following food survey is about to be submitted. All requested quantities are subject to change. Food Cases Indicated Apple Juice 10 Beans Black Canned 10 Beans Green Canned 10 Total: 30 Cancel Edit Survey Printer Friendly Submit To DPI

Review the information before clicking "Submit to DPI". The user may also edit the survey by "Clicking on "Edit Survey" and return to the previous screen to make any necessary changes.



The system will display a confirmation that the survey has been submitted. Once the food survey is closed, it will become a customer order.